



City of Seattle

City Attorney's Office
Table D: Prosecution Plan Status Report

	Action Steps	Status
1. Explicitly recognize the need to empower victims	a. Include in Role of Advocate Document	Done
	b. Include in Filing and Disposition Standards	Work Begun
	c. Include in DV Unit Manual	The Manual will be completed when all steps are complete
2. Clarify the roles and responsibilities of advocates and attorneys regarding when cases are to be filed or not filed	a. Include in Role of Advocate Document	Done
	b. Include in Prosecution Plan	Done
	c. Include in High Risk Offenders Plan	Done
	d. Training	Begun
3. Use a risk assessment tool to help guide decisions regarding victim safety	a. Research existing tools	Done
	b. Draft risk assessment tool	Done
	c. Implement	Done
	d. Evaluate	After six months of use
4. Create a process for vertical prosecution of high risk offenders	a. Define standards	Done
	b. Create a screening process	Done
	c. Identify appropriate defendants	Begun
	d. Devise procedures	Done



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	e. Train	Done
	f. Coordinate with SPD and Probation	Done
	g. Evaluate	After six months
5. Implement Multi-disciplinary training on risk assessment and safety planning	a. Train staff experts	Two staff members attended training in Boston and then conducted training for the entire team.
	b. Coordinate training with SPD	Begun
	c. Coordinate training with Probation	Done
6. Update referral information for community-based programs	a. Review referral resources	Done
	b. Assess current connections with community-based programs	Document drafted
	c. Expand community network	Begun
	d. Provide booklet "Where to Turn" to prosecutors and train	Begun
	e. Convene a criminal justice/community based advocacy roundtable	Planning begun
	f. Develop a protocol for assuring that needs are met	Planning begun
7. Identify and resolve conflicts between attorneys and advocates on filing decisions	a. Convene a series of all team sessions to implement action plan	Done



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	b. Conduct one on one training with attorneys	Done
	c. Clarify role of advocates and attorneys	Done
	d. Clarify paradigm with leadership by meeting with the Division Director and City Attorney	Done
8. Cases without sufficient evidence should be referred back to SPD for further investigation	a. Reminders to all staff	Done
	b. Seek increased follow up in cases with defendant identification problems	Begun
	c. Review by SCADVU director in cases with defendant identification problems	Done
9. Limit declines to 1) proceeding is not in the victim's best interest; 2) alleged victim should really be the defendant; 3) there is no possibility of developing a sufficient basis to file the case	a. Training	Done
	b. Prosecutor/Advocate filing meetings	Done
	c. Review by SCADVU director of a sample of advocate files for unfilled cases	Open



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10. Increase Staff Proficiency	a. Design standardized practice materials	Begun HRO – done Bail schedule – done No Contact Order protocol – done Review standards –done Firearms – begun Sentencing recommendations – scheduled
11. Organize and implement a training program for all new attorneys	a. When budget or grant funds allow send all new attorneys to domestic violence training conducted by National Association of District Attorneys	Ongoing
	b. Assess all training to determine compatibility with prosecution goals and philosophy	Begun
	c. Develop and implement a training plan	Begun
12. Train for victim independent prosecution	a. See above	
13. Decrease number of cases dismissed on day of trial because the victim chooses not to participate	a. Change paradigm to empower victims	Done
	b. Implement Risk Assessment tool to give advocates background information on victim's needs	Done



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	c. Give advocates greater role in deciding whether or not to proceed with a case	Done
	d. Train on effects on victims of prosecutions	Done
	e. Improve prosecutors training on prosecution effects on victims	Begun
	f. Improve communication with non-English speaking victims	Begun
14. Make explicit that our office operates under a flexible "no drop" policy.	a. Train on new paradigm	Done
	b. Implement strict no drop policy for high risk offenders	Done
	c. Implement weekly meetings among mini teams of victims and advocates	Done
	d. Train staff on victim safety issues	Begun